

Memorandum of Agreement  
for  
Air Force Support Office  
for Plant Clearance Automated Reutilization Screening System (PCARSS)  
and Contract Property Management System (CPMS)

**PURPOSE:**

To designate AFFTC/PK as the Air Force Support Office for Government property in the possession of contractors--PCARSS and CPMS

**RESPONSIBILITIES:**

**SAF/AQCP**

- Retain responsibility for policy issuance and clarification
- Interface with AFFTC/PK regarding need for policy or guidance on PCARSS or CPMS
- Retain responsibility for responding to formal inquiries, audits and DoD Inspector General reviews, reports and recommendations regarding PCARSS and CPMS
- Provide names and phone numbers of Defense Contract Management Agency (DCMA) personnel responsible for PCARSS and CPMS
- Resolve any conflicts between the Support Center and the MAJCOMs
- Retain responsibility for resources for CPMS upgrades
- Make appropriate revisions to AFFARS, including 5345.505-14 regarding annual property reporting process

**HQ AFMC/PKP**

- Interface with AFFTC/PK regarding aspects of CPMS, including missing annual reports and validations

**AFFTC/PK**

- Plant Clearance Automated Reutilization Screening System (PCARSS)
  - Maintain interface with DCMA regarding operation and improvements of the Plant Clearance portion of PCARSS and training
  - Maintain current plant clearance version of PCARSS; install updates as necessary
  - Assist other AF users of the Plant Clearance portion of PCARSS when questions or problems arise concerning use of the program
  - Interface with HQ AFMC/LGIA or designee, as necessary, regarding PCARSS issues that affect Plant Clearance and Screener portions of PCARSS
  - Funding for PCARSS training remains the responsibility of the organization requesting the training

- Contract Property Management System (CPMS)

- Assume role of AF system administrator
- Maintain current version of non-web version of CPMS; install updates as necessary
- Load contractor information in system, as requested by AF MAJCOMs
- Process to DCMA requests to add or delete users of the web-based CPMS
- Add users who have been assigned a logon by DCMA
- Interface with the MAJCOM focal points regarding all aspects of CPMS, including missing annual reports and validations
- Produce reports requested by SAF/AQCP

RESOURCES:

- AFFTC assumes these new responsibilities without additional manpower authorizations
- SAF/AQCP retains responsibility for resources associated with CPMS upgrades

TERM:

- This agreement is effective upon signature by all parties.
- It may be terminated by any of the parties upon six months advance written notice.
- In the event AFFTC/PK can no longer serve as the Air Force Support Office for Government property in the possession of contractors – PCARSS and CPMS, SAF/AQCP must assume Air Force Support Office responsibilities.

// Signed //

14 Sep 2000

Date: \_\_\_\_\_

\_\_\_\_\_  
MARY COOPER, COL, USAF  
AFFTC/PK

// Signed //

7 Sep 2000

Date: \_\_\_\_\_

\_\_\_\_\_  
AVERY P. SLEDGE, JR., COL, USAF  
HQ AFMC/PKP

// Signed //

17 Aug 2000

Date: \_\_\_\_\_

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JOHN L. ROBUCK  
SAF/AQCP